

**119th
REORGANIZATION MEETING OF THE MAYOR & COUNCIL
BOROUGH OF WESTWOOD, NEW JERSEY
COMMUNITY CENTER
55 JEFFERSON AVENUE
JANUARY 3rd, 2013**

1. CALL TO ORDER:

Mayor Birkner calls the 119th Reorganization Meeting of the Mayor and Council to order at 7:00 PM and reads the Open Public Meetings Law Statement: "This meeting which conforms with the OPEN PUBLIC MEETINGS LAW, CHAPTER 231, PUBLIC LAWS OF 1975, is a regular Borough Council meeting. Notices have been filed with our local official newspapers and posted on the Municipal Bulletin Board".

2. FLAG SALUTE AND INVOCATION:

3. COUNCILMEMBERS - ELECT:

Peter Grefrath is administered his Oath of Office as Member of the Council for a three year term by Judge Karch. Term expiring 12/31/15.

Ray Arroyo is administered his Oath of Office as Member of the Council for a three year term by Judge Karch. Term expiring 12/31/15.

4. ROLL CALL

Borough Clerk Hughes calls the Roll:

Mayor Birkner

Councilmember Grefrath

Councilmember Miller

Councilmember Phayre

Councilmember Quinn

Councilmember Sciara

Councilmember Waneck

Borough Administrator Hoffmann

Borough Clerk Hughes

5. PRESENTATION TO OUTGOING COUNCILMEMBER:

6. APPOINTMENT OF BOROUGH PROFESSIONALS

Mayor Birkner announces the following appointments:

Borough Attorney

Resolution #13-1: Appointment of Borough Attorney

Motion: Second:

Roll Call:

Borough Engineer

Resolution #13-2: Appointment of Borough Engineer

Motion: Second:

Roll Call:

Councilmember tenders the motion that all the following Professional appointments be confirmed, via Resolution #13-3. Councilmember seconds the motion. Roll Call:

Position	Firm	Designee
Borough Auditor	Lerch, Vinci & Higgins	Gary Vinci, RMA
Risk Manager	Burton Agency	Robert Kanwisher
Public Defender		Christopher Leyden, Esq.

Prosecutor
Bond Counsel
Labor Attorney
Comm. Appraiser
In Rem
Resid. Appraiser
Historic Consultant

Gluck & Walrath, LLP

McNerney & Associates
Pellegrino & Feldstein, LLC
Appraisal Systems, Inc.
G. Dietrich Consulting

Edward G. Johnson, Esq.
Christopher Walrath, Esq.
Raymond Wiss, Esq.
Robert McNerney
Michael Pellegrino, Esq.
Rick DelGuercio
Gregory Dietrich

7. MAYOR'S DESIGNATION OF COUNCIL COMMITTEE ASSIGNMENTS FOR 2013

Mayor Birkner announces the following Council Committee appointments for 2013:

<u>COMMITTEE</u>	<u>COMMITTEE CHAIR</u>	<u>MEMBER</u>
Finance, Admin. & Cap. Projects	Cynthia Waneck	Peter Grefrath
Fire & Ambulance	John J Sciara	Robert Miller
Police & Emergency Mgt.	Robert Miller	John J Sciara
Land Use	Ray Arroyo	Ingrid Quinn
Public Properties	Ingrid Quinn	Ray Arroyo
Health & Recreation	Peter Grefrath	Cynthia Waneck

8. SELECTION OF COUNCIL PRESIDENT FOR 2013

>Resolution #13-4: Nomination of 2013 Council President:

Councilmember nominates Councilmember as President of the Borough Council for the year 2013.

Councilmember seconds the nomination.

Roll Call:

9. PUBLIC FORUM:

10. BUDGET MEETINGS:

Mayor Birkner announces that a schedule of Budget Meetings will soon be published in the official Borough newspaper and posted on the Municipal Bulletin Board.

11. CONSENT AGENDA

Mayor Birkner announces that the Resolutions listed on the Consent Agenda will be enacted with one motion. Copies of all Resolutions are available to any person upon request. Any Councilmember wishing to remove any Resolution(s) to be voted upon may do so at this time and said Resolution(s) will be moved and voted upon separately. Motion to adopt resolution #13-5 through #13-27 Motion: Second:
Roll Call:

Resolution Titles

13-5	OFFICIAL ELECTRONIC MEDIA
13-6	TEMPORARY BUDGET
13-7	MAYOR AND COUNCIL MEETING SCHEDULE FOR 2013
13-8	DEPOSITORIES OF FUNDS
13-9	AUTHORIZATION OF PAYMENT SIGNATORIES FOR 2013
13-10	FACSIMILE SIGNATURES ON CHECKS
13-11	ESTABLISHMENT OF INT. RATES ON DELINQUENT TAXES & ASSESS.
13-12	ADOPTION OF PETTY CASH & CREDIT CARD POLICIES
13-12	ESTABLISHMENT OF PETTY CASH FUND
13-13	ESTABLISHMENT OF PETTY CASH FUND FOR RECREATION
13-14	ESTABLISHMENT OF PETTY CASH FUND FOR PUBLIC ASSISTANCE
13-15	DEPOSITORY OF ATTENDANCE RECORDS
13-16	APPOINTMENT OF ASSESSMENT SEARCH OFFICER
13-17	APPOINTMENT OF TAX SEARCH OFFICER
13-18	MAGISTRATE'S ORDER DESIGNATING VIOLATIONS CLERK
13-19	APPOINTMENT TAX ASSESSOR / ATTORNEY - TAX APPEALS
13-20	2013 MUNICIPAL HOLIDAYS
13-21	OFFICIAL BOROUGH NEWSPAPERS

13-22	\$20.00 CHARGE FOR PAYMENTS MADE WITH INSUFFICIENT FUNDS
13-23	\$5.00 CHARGE FOR TAX ACCOUNT REPORTS TO SEARCH COMPANIES
13-24	TAX SALE COSTS
13-25	CASH MANAGEMENT PLAN 2013
13-26	MUTUAL AID – PASCACK VALLEY FIRE DEPARTMENTS
13-27	AUTHORIZATION OF A FEE FOR ISSUANCE OF DUPLICATE TAX SALE CERTIFICATES

12. ANNUAL APPOINTMENTS AND DESIGNATIONS TO VARIOUS MUNICIPAL OFFICES:

Robert Hoffmann – Affirmative Action Compliance Official, B-MED, B-MEL & JIF Official
 Karen Hughes - Assessment Search Officer, Local Ethics Official
 Denise Holmes - Deputy Borough Clerk
 Letitia Candeloro - Court Administrator
 Elizabeth Kraus - Deputy Court Administrator
 Rick Woods - Recycling Coordinator, Clean Community Coordinator
 Sharon Blehl - Right-To-Know Coordinator, Bloodborne Pathogens Coordinator
 Stefanie Stokes – Tax Search Officer
 James Gines - Borough Historian
 Mayor Birkner invites all appointees to the dais. Judge Karch administers the Oaths of Office.

13. APPOINTMENTS TO VARIOUS BOARDS

Mayor Birkner announces the following appointments.

Board of Health

Dennis Farrell, 3 Yr. Term, Expiring 12/31/15
 Maria Costello, 3 Yr. Term, Expiring 12/31/15
 Theresa Lardaro, Alt. #2, 2 Yr. Term, Expiring 12/31/14
 Councilmember Peter Grefrath (Council Liaison)

Recreation Advisory Board

Chris Codner, 3 Yr. Term, Expiring 12/31/15
 Don Smith, 3 Yr. Term, Expiring 12/31/15
 Councilmember Peter Grefrath (Council Liaison)

Technology Committee

Councilmember Peter Grefrath (Council Liaison)

Westwood Parking Authority

Francis Costello, 5 Yr. Term, Expiring 12/31/17
 Councilmember Peter Grefrath (Council Liaison)

Library Board of Trustees

Rory McCourt, School Supt., Annual Expiring 12/31/13
 Felicia Brockner, School Alternate, Annual Expiring 12/31/13
 Councilmember Robert Miller (Council Liaison)

Shade Tree Committee

Linda Hayes, 5 Yr. Term, Expiring 12/31/17
 Councilmember John J Sciara (Council Liaison)

Safety Committee - (Annual Appointments)

Darren Blankenbush, Safety Delegate
 Gary Buchheister, Alternate Delegate
 Richard Woods, Member
 Linda Aiello, Member

Sylvia Kokowski, Member
Denise Holmes, Member
Christine Compesi, Member
Barbara Constantine, Member
Jack Sauer, Member
Martha Urbiel, Member
Sgt. Matthew McClutchy, Member
Robert Hoffmann, Member/Borough Administrator

Local Assistance Board

Councilmember Ingrid Quinn (Council Liaison)

Heritage Society

Councilmember Ingrid Quinn (Council Liaison)

Historic Commission Board

Councilmember Ray Arroyo (Council Liaison)

Zoning Board of Adjustment

Matthew Ceplo, 4 Yr. Term, Expiring 12/31/16
Guy Hartman, Alt. #1, 2 Yr. Term, Expiring 12/31/14
Chris Montana, Alt. #2, 2 Yr. Term Expiring 12/31/14
Councilmember Ray Arroyo (Council Liaison)

Website Committee

Councilmember Cynthia Waneck (Council Liaison)

Environmental Advisory Committee

Michael Ruane, 3 Yr. Term, Expiring 12/31/15
Conor Odell, 3 Yr. Term, Expiring 12/31/15
Councilmember Cynthia Waneck (Council Liaison)

Westwood Municipal Alliance (Annual Term)

Gary Buchheister, Annual Expiring 12/31/13

Planning Board

William Martin, Class II, Annual Expiring 12/31/13
James Schluter, Class IV, 4 Yr. Term, Expiring 12/31/16
Richard Bonsignore, Class IV, 4 Yr. Term, Expiring 12/31/16
Keith Doell, Alt. #2, 2 Yr. Term, Expiring 12/31/14
Councilmember Ray Arroyo, Class III (Council Liaison)

14. SWEARING IN OF ALL APPOINTEES

Councilmember tenders the motion to accept all appointees noted above. Councilmember seconds the motion. Roll Call:

Mayor Birkner invites all appointees to the dais. Judge Karch administers the Oaths of Office.

15. APPOINTMENT AND SWEARING IN OF POLICE RESERVES

Mayor Birkner invites the 2013 Police Reservists to the dais to be administered their Oaths of Office.

Mayo Credle, Capt.
John Brobson, Lt.
Michael Amoruso, Sgt.
Donna Heil
Shawn Yates
Arnold Luna

Damon Vincenty
Kenroy Morrison
Michael Gil
Shaun Walsh
Elena Pietrocco
Joseph Latino

P.O. Matthew McClutchey, Liaison Officer

16. OATHS OF OFFICES, AMBULANCE CORPS OFFICIALS

Mayor Birkner invites Captain Steve Wolf to the dais to be sworn into office by Judge Karch.

Mayor Birkner invites 1st Lt. Kevin Brennan and 2nd Ruth Lang to the dais to be administered their Oaths of Office by Judge Karch.

17. OATHS OF OFFICE, FIRE DEPARTMENT OFFICIALS

Mayor Birkner invites 2013 Fire Chief Jaymee Hodges, Deputy Chief James C. Mawdsley, Senior Captain James Voorhis, Captain William Haffler, 1st Lt. Kevin Woods, 2nd Lt. Michael Griffin, 3rd Lt. Brian Kronewitter and 4th Lt. Steven Fatovic to the dais to be administered their Oaths of Office by Judge Karch.

18. PRESENTATION OF AWARDS

Volunteer Emergency Services Hall of Fame:

Mayor Birkner presents certificates to____Volunteer Fire Department,____Volunteer Ambulance Corps. and____Police Reserves, in acknowledgement of their induction into the Volunteer Emergency Services Hall of Fame.

Each of these recipients was nominated by their peers in recognition of outstanding service.

19. MAYOR'S REMARKS

20. BENEDICTION

21. ADJOURNMENT

Agenda subject to change